

PRE-EVENT QUESTIONNAIRE

Monica L. Wofford, MBA, CSP
Contagious Speaker, Author, Trainer

Thank you for inviting us to your event! I look forward to talking with you further and know that together, we will make your event a successful one. The questions below will allow me to help you further in meeting your goals and achieving success. Please answer them as best you can and email this document back to Janine@monicawofford.com. Thank you!

Monica

What is the primary goal of this speaking engagement? (i.e. entertainment, motivation, build morale)

What do you want participants to do different, feel different, say different or think different after this event?

What names or events would you like for me to pay special mention or attention to? And for what reason?

What issues or events should I be aware of and NOT talk about? And for what reason?

Are there any special events or sessions taking place just before or just after our session? If so, when? _____

What is the best place or places to provide books, CDs, and other resources for your participants in this session? What is the best placement of workbooks or handouts if we are using them?
